

7 MAR 1977

MEMORANDUM FOR: DD/Pers-P&C
DD/Pers-R&P
DD/Pers-SP
EA/OP

STATINTL FROM : [REDACTED]
Deputy Director of Personnel

SUBJECT : FY 79 Program Call

1. Forwarded herewith is a copy of the Annual Program Call (FY 1979 Program Plan and Program Projections for FY 1980 - 83) issued by the Office of the Comptroller.

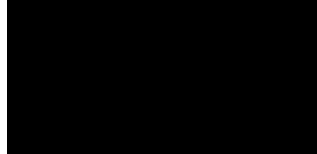
2. We do not yet have the specific DDA instructions or "hit list" nor the date due to DDA, but we are assuming the Directorate deadline will be early April which means your submission should be received by OP/Review Staff no later than 25 March. When we have a firm date from the DDA, we will reconfirm this timing. In the meantime, it is suggested you proceed with the preliminary work on your Resource Package and Exhibit attachments in line with the guidances and instructions provided in the Program Call attached. Your FY 78 Program Call submission will provide some background for this report.

3. You will note in reviewing the Resource Package Instructions and Sample Format, beginning on page 9, there are numerous changes this year designed to mold or adjust into the zero based budgeting process. Among the new requirements are differences in emphasis, expansion of data, comment on AEP and FOIA impact, explanation of Maximum and Minimum Programs, et al.

4. The Deputy Directors who have the principal input into a Resource Package are asked to take responsibility for completing the Program Call for that section, and where they have contributory data to another Package to get that information to the responsible office as soon as possible.

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5. Executive Assistant/OP is asked to insure the Internal Management and OMO input is supplied to Review Staff as soon as possible. SAS input should be provided to DD/Pers-R&P.



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Approved For Release 2002/01/08 : CIA-RDP84-00688R000200080013-3

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